

OFFICE OF THE GENERAL COUNSEL
Division of Operations-Management

MEMORANDUM OM 96-46

June 24, 1996

TO: All Regional Directors, Officers-in-Charge
and Resident Officers

FROM: B. Allan Benson, Acting Associate General Counsel

SUBJECT: Annual Request for C and R Case Intake
Estimates Due: **July 15, 1996**

As always your carefully considered responses are a very important part of developing the Budget request.

This memo represents the annual call for intake estimates. We ask that you prepare estimates in accordance with the instruction set forth below and return your submission as soon as possible to the Budget Branch.

On Attachment 1, please be sure that the figures under "ULP Situations" represent the number of situations, not the number of cases that have been consolidated into situations with respect to the following:

1. Actual case intake for the first **9** months of the current fiscal year (1996);
2. Case intake estimates for the last **3** months of the current fiscal year (1996);
3. An update of your case intake estimates for Fiscal Year 1997; and
4. Preliminary case intake estimates for Fiscal Year 1998.

On Attachment 2, please provide comments pertaining to basis for estimated changes in intake, such as the following factors:

- a. increasing or decreasing unemployment;
- b. recent and forecasted economic growth or decline;
- c. shifts in demographic patterns;
- d. strike activity;

e. growing or diminishing trends in organizational activity and types of work force receiving emphasis; and

f. other considerations which had, or are expected to have, a significant effect on case filings in your Region.

The passage of the Fiscal Year 1996 Budget late into the fiscal year has delayed the start of the 1998 budget process. Because the schedule is compressed, we are unable to provide you with any additional response time.

Please give careful consideration to your estimates and comments as they will serve as the foundation for development and justification of our Agency budget request to the President. One copy of the requested information should be sent to Harding Darden, Jr., Budget Officer, Room 7701, no later than July 15, 1996. Any questions concerning this request can be directed to Angeline Jones at 273-3911. Thank you for your cooperation.

B.A.B.

Attachments (2)

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